



# USAID | NEPAL

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SOLICITATION NUMBER	17-02
ISSUING DATE	January 13, 2017
CLOSING DATE	January 27, 2017
POSITION TITLE	Reconstruction Engineer
NUMBER OF POSITION(S)	One
MARKET VALUE	GS-12 (\$62,722-\$81,541)
ORGANIZATIONAL LOCATION OF POSITION	Kathmandu, Nepal
DIRECT SUPERVISOR	USAID/Nepal Disaster Risk Reduction, Reconstruction, and Resilience (DR4) Office
SUPERVISORY CONTROL	Minimal. After an initial period, the incumbent is expected to act independently with minimal day-to-day direction.
PERIOD OF PERFORMANCE	Twelve (12) Months extendable up to three years.
SECURITY ACCESS	U.S. citizens and U.S Resident Alien with ability to obtain security clearance at the facility access level.
AREA OF CONSIDERATION	U.S citizens and U.S Resident Alien only.

## **POSITION DESCRIPTION: RECONSTRUCTION ENGINEER**

### **1. Introduction and Background**

On April 25, a magnitude 7.8 earthquake struck central Nepal's Gorkha District, approximately 77 kilometers (km) northwest of the capital Kathmandu. The earthquake and its subsequent aftershocks caused catastrophic loss of life and damage to public infrastructure across all sectors.

The Government of Nepal (GoN) Post Disaster Needs Assessment (PDNA) reported that over 1,711 central, district and municipal structures were partially damaged or were fully destroyed by the earthquake. In the social sectors, 4,904 health facilities were destroyed and some 8,200 public schools were affected, with 25,134 classrooms fully destroyed and another 22,097 classrooms partially damaged. These losses greatly impacted families, communities, and Nepal's ability to provide even the most fundamental services for many of its citizens located in the 14 most heavily affected districts.

USAID is committed to working with the GON, other donors, and partner organization during Nepal's recovery and reconstruction. As part of the reconstruction process, USAID endeavors to achieve the overarching goal of rebuilding disaster resilient communities through improved building designs; more rigorous building codes and code enforcement; training of engineers and tradespersons; improved access to quality building materials; and increased business and employment opportunities in the construction sector.

To date, U.S. Government (USG) provided more than \$170 million of assistance for emergency and recovery assistance since the earthquake of April, 2015. USG focus has been primarily on assisting Nepali citizens with their housing needs, strengthen skills, and assist in rebuilding public facilities. The assistance components include housing assistance through the Multi-donor Trust Fund managed by the World Bank (WB), permanent School Construction through assistance agreement with the Asian Development Bank (ADB), Reconstruction of a health center under an Inter-agency Agreement with the U.S. Army Corps of Engineers (USACE), Temporary Learning Centers and Transitional Learning Structures through United Nation's Children Fund (UNICEF) and a USAID/Nepal managed mechanism for housing reconstruction technical assistance. USAID/Nepal is also in the process of awarding contracts to build public facilities in 2017. USAID/Nepal will also initiate a design effort in 2017 for disaster management.

## **2. Basic Functions of the Position**

The Reconstruction Engineer will support USAID/Nepal's Disaster Risk Reduction, Reconstruction, and Resilience (DR4) Office. The incumbent will support the solicitation, award, and administration of contracts for the implementation of reconstruction activities, with a focus on community infrastructure. The responsibilities will also include activities to support all technical and analytical assessments related to the contract solicitation and awards for reconstruction, project monitoring, reporting, project design, and representing USAID in stakeholder meetings. The incumbent may also serve as the Agreement/Contracting Officer's Representative (AOR/COR) and support project design and procurement for disaster risk management activities.

This position requires a broad combination of technical, analytical, and managerial abilities, combined with excellent interpersonal, communications, presentation and writing skills. The incumbent will support community-based infrastructure development, including implementation of new strategies and implementation plans; approaches; programs and projects; and activity design and on-going program management. The varied duties and responsibilities of the Reconstruction Engineer also call for the ability to support technical and political aspects of public infrastructure development and community-based infrastructure policies and activities. The position will also support the USAID/Mission Engineer in the DR4 Office in meeting agency construction requirements for small-scale infrastructure projects implemented by USAID/Nepal.

The incumbent must be highly motivated and have the required skills to support infrastructure reconstruction programs in geographically challenging locations and under complex political environments involving multiple stakeholders. The applicant will be expected to be a liaison with USAID implementing partners, the Nepalese government, key members of the affected communities and the private sector, other U.S. Government (USG) Agencies involved in the reconstruction effort as necessary.

## **3. Duties and Responsibilities**

Specific duties and responsibilities are focused on providing technical oversight and management support, including but not limited to:

- Assist in planning and project design efforts for reconstruction and disaster risk management activities supported by the DR4 Office;

- Serve as COR/AOR or alternate AOR/COR for construction Task Orders or related reconstruction activities as required;
- Participate in Technical Evaluation Committees to review and evaluate bidder proposals;
- Assist in managing program budgets and cost forecasting;
- Apply value engineering and/or cost realism reviews of technical designs and work plans;
- Provide technical review and recommend approval/clearance of technical designs and plans, and/or key design elements submitted by the implementing partner;
- Assist in review and approval/clearance of implementing partner work plans and monthly reports;
- Plan and lead monitoring of ongoing earthquake reconstruction activities at various Village Development Committees (VDCs).
- Effectively articulate and represent the interests and policy of USAID and the USG to key counterparts, including senior GON central government officials, state/district officials, local municipal officials, community and civil society leaders, other donors, and NGOs as necessary;
- Assist in the preparation of supporting information to respond to and fulfill USAID/Nepal, agency and inter-agency requests;
- Prepare and conduct briefing sessions, as requested, for GON government officials and stakeholders;
- Coordinate VIP field visits and meetings with senior counterparts;
- Assist with interagency and external relations;
- Assist in reporting and preparation of outreach products, as necessary;
- Perform other duties and tasks as required by USAID/Nepal.

#### Additional Position Elements

- **Supervisory Controls:** Reconstruction Engineer is expected to demonstrate a high level of leadership, independence, professionalism, judgment, and overall responsibility to support supervision and oversight of the USAID implementing partner(s) and local staff.
- **Authority to make commitments:** The Reconstruction Engineer will significantly contribute in defining and influencing the Mission's decisions regarding all aspects of the USAID Nepal Reconstruction Program but will have no authority to make financial commitments on behalf of the USG.
- **Exercise of Judgment:** Independent judgment must be exercised on a broad range of program planning and project management and monitoring issues and when meeting with implementing partner management and technical staff, GON officials, nongovernmental organization counterparts, and other donors. The Reconstruction Engineer must be able to analyze complex situations and identify the requirements needed to resolve problems in a politically expedient manner. The incumbent must be able to recognize requests for decisions or positions that require prior USAID review and approval.

#### **4. Period of Performance**

Twelve (12) months beginning by March 2017 extendable for up to three years.

#### **5. Reporting and Supervisory Relationships**

1. The Reconstruction Engineer will report to the USAID/Nepal Disaster Risk Reduction, Reconstruction, and Resilience (DR4) Office Infrastructure Team Leader.
2. The Reconstruction Engineer will not supervise any staff.
3. The Reconstruction Engineer will work on a daily basis with the USAID Nepal DR4 team, the USAID/Nepal Contracting Officer, and other Mission officials, as well as with a wide range of other technical teams and administrative support staff in the Mission. The incumbent will have frequent high-level contact with key leaders and stakeholders within the GON government, relevant ministries and local authorities, international donor organizations, USAID/Washington, U.S. State Department, other USG entities, and private sector stakeholders.

## **6. Contract Type and Benefits**

USAID/Nepal will offer a locally engaged U.S. Personal Services Contract (USPSC). The position has been classified at the GS-12 level. Step will be determined based on documented salary history.

As a matter of policy and as appropriate, a USPSC is normally authorized the following benefits and allowances:

### 1. Benefits

- a. Contribution for FICA and Medicare
- b. Contribution toward Health & Life Insurance
- c. Pay Comparability Adjustment
- d. Eligibility for Worker's Compensation
- e. Annual & Sick Leave

USPSCs are not exempt from payment of Federal Income Tax.

## **7. Required Qualifications**

### A. Education

1. Bachelor's degree in a relevant field (e.g. engineering, architecture, community planning, construction management, or related) or equivalent is required. Relevant post-graduate education and training in community-based reconstruction will be considered an advantage.

### B. Experience:

1. Applicants with a Bachelor's degree should have at least three (3) years of demonstrated experience in project implementation and monitoring, preferably in infrastructure design and construction, reviewing technical design documents, conducting engineering analysis and preparing technical reports. Experience in post-disaster reconstruction is highly desirable;
2. At least one (1) year of overseas experience is required; Experience in Nepal or the South Asia region is highly desirable.
3. Experience in managing community-based activities is preferable. Experience in the repair and/or reconstruction of rural public facilities is highly desirable.

4. Experience working with U.S. Government, USAID or other USG agencies and/or with bilateral or multilateral development organizations is highly desirable.

5. Experience establishing and maintaining contacts with a host country government, donor organizations, bilateral and multilateral agencies, community leaders and private-sector organizations is highly desirable.

C. Knowledge and Skills:

1. Knowledge of USG policies, rules and regulations (e.g. compliance with the Agency's environmental requirements and construction contracting) is highly desirable.

2. Strong interpersonal skills and proven ability to work effectively in a culturally diverse context are required.

3. Demonstrated high level oral and written communication skills in English are required.

4. Excellent time management skills and ability to cope effectively with fast-paced activities with tight deadlines and an often-stressful work environment are essential.

D. Other Requirements:

1. Ability to start work in Kathmandu on/around January 2017.

2. Ability to obtain a U.S Government Medical Clearance.

3. Ability to obtain a U.S Government Facility Access Level security clearance.

4. Ability and willingness to work and travel in remote locations, including land and foot travel over rough mountain terrain and overnight stays in field conditions with little or no amenities.

5. U.S. Citizenship or permanent residency.

## **8. Selection Process**

After the closing date for the receipt of applications, USAID will convene a committee to review applications and evaluate them in accordance with the evaluation criteria. Applications from candidates which do not meet the required selection criteria will not be scored.

As part of the selection process, finalist candidates may be interviewed either in person or by telephone at USAID's discretion. Reference checks will be made only for applicants considered as finalists.

The final selected candidate must obtain security and medical clearances within a reasonable period of time (USAID will provide details regarding these clearances to the selected candidate). A substantial delay in obtaining either required clearance will make the applicant ineligible for selection.

The following criteria will be used to evaluate the applications:

Education (as per Section 7): 25 points  
Experience (as per Section 7): 45 points  
Knowledge and Skills (as per Section 7): 30 points

Maximum points available: 100 points

## **9. Application Submission Instructions**

Send your application by e-mail to [usaidnepalhr@usaid.gov](mailto:usaidnepalhr@usaid.gov)

Hard copies may be sent to the following address:

Executive Officer USAID/Nepal  
U.S. Embassy  
G.P.O. Box 295 Maharajgunj Kathmandu,  
Nepal

The application must include the following:

1. A brief narrative demonstrating how education, experience, and skills address the requirements listed in Section 7.
2. Resume not exceeding 3 pages in length.
3. Application for employment form AID-302-3
4. Names and contact details for three references.

Applications must be received by the closing date and time at the address specified in the cover letter of this solicitation.